

Preparatory Seminar Part II EuroSkill-plus

Course planning for **23.05.22**

Target group: Trainees, internship abroad in Ireland (Dublin) and Spain (Seville), 19.09. – 16.10.21

Time	Content	Goals	Method	Material
	Visitor Form, Control Tests			
09.30 - 09.40 h (10 min)	<p>Welcome, presentation of the agenda and goals of the preparatory seminar</p> <p>Formalities</p> <p>Short round of introductions (name, hometown, destination)</p>	<ul style="list-style-type: none"> ▪ Ensure transparency towards the participants ▪ Inform participants about the course and the goals of the event ▪ House rules, attendance list, seminar book etc. ▪ Photo publication 	<ul style="list-style-type: none"> ▪ Input ▪ Moderated group discussion 	<ul style="list-style-type: none"> ▪ Flipchart ▪ Visualized Agenda ▪ List of participants
9.40 – 10.00	Get to know		<ul style="list-style-type: none"> ▪ Interview with Partner 	
10.00 – 10.30 h (30 min)	<p>Information and questions about the stay abroad/ introduce oneself in the local language</p> <p>In 2 small groups, according to destination countries</p> <p>Travel planning and documents</p> <p>12.10. is a national holiday in Spain!</p> <p>Gifts für partners, companies and hosts</p> <p>Packing list and more</p>	<ul style="list-style-type: none"> ▪ Inform participants about the current status of preparation ▪ Answer participant's questions ▪ Divide tasks and clarify, who brings what for the partner organization. ▪ Let the participants know, which documents and items they need to bring with them ▪ The participants are able to introduce themselves in the respective foreign language ▪ The participants know the cultural standards of conversation in their 	<ul style="list-style-type: none"> ▪ Input ▪ Divide group 	<ul style="list-style-type: none"> ▪ Flipchart – Theme memory ▪ Flipcharts ▪ Documents from the partners in Europe (vouchers, programmes) ▪ Tickets ▪ Contracts and learning agreements ▪ Packing list ▪ Worksheet „Self-presentation“

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		respective destination country		
10.30 – 11.00 h (30 min.)	Communication during the stay abroad Facebook Contact person in the group for PL	<ul style="list-style-type: none"> ▪ The participants are motivated to post on Go.for.europe ▪ The participants know the contact details of all persons for the monitoring and know, who can be reached and when ▪ Decide who will be responsible for „Group-PL“ 	<ul style="list-style-type: none"> ▪ Structured group discussion 	<ul style="list-style-type: none"> ▪ Information sheet Availability PL - Arrangement
10.40 – 11.10 (30 Min.)	Foreign language In 2 small groups, according to destination countries Evaluation of the language preparation for Spain and Ireland	<ul style="list-style-type: none"> ▪ Determine what the participants have done so far to refresh their language skills or to acquire basic knowledge ▪ Specific questions 	<ul style="list-style-type: none"> ▪ Moderated group discussion ▪ Self-presentation on the first day of internship in Ireland/Spain ▪ Useful phrases for everyday situations ▪ 	<ul style="list-style-type: none"> ▪ Worksheet „Useful phrases for everyday situations“
11.10	Short break	▪		
11:00 – 11:40 h (40 min) (20min Albatross, 20 min Input)	Intercultural Awareness Albatross <ul style="list-style-type: none"> • Presentation of cultural models (onion-, iceberg-, backpack-model) • One’s own cultural coloring and feedback on german cultural standards 	<p>Input, theory</p> <ul style="list-style-type: none"> ▪ The participants are aware of their cultural coloring ▪ The participants are aware of their own german cultural standards 	<ul style="list-style-type: none"> ▪ Moderated group discussion <p>K</p> <p>V</p> <ul style="list-style-type: none"> • Exercise: „Exotic Germany“ 	<p>Exercise cards</p>
11.50 – 12.30 (40 Min)	Internship abroad – Get out of your comfort zone	<ul style="list-style-type: none"> ▪ The participants are aware that they will have to deal with unexpected 	<ul style="list-style-type: none"> ▪ Exercise „Preparing a feast“ 	

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	<p>Dealing with foreignness</p> <p>What to do if...? Participants name fears etc.</p> <p>Worst-case scenarios</p>	<p>situations in their destination country</p> <ul style="list-style-type: none"> ▪ Questions and fears of the participants are addressed ▪ The participants know possible courses of action ▪ The participants are familiar with universally valid rules of intercultural communication ▪ The participants reflect on how they deal with foreignness and develop strategies for dealing with it in the future ▪ 	<p>K</p> <p>In small groups Feeling of strangeness -> Unpleasant situations -> what's the worst thing that could have happened? -> Solution strategies</p> <p>V</p> <p>Collect and develop strategies</p> <p>V</p>	<p>Chairs (as many as there are participants)</p>
	Cultural shock	<ul style="list-style-type: none"> ▪ The participants know the causes of cultural shock ▪ The participants know possible actions and how to get support 	V	
<	Lunch break	▪	▪	
13:30 – 14:00 h (15 min Bearbeitung durch TN, 15 min besprechen)	Case study of work situations in Ireland/Spain	<ul style="list-style-type: none"> ▪ The participants are aware that there are different cultural standards in Ireland/Spain ▪ The participants learn some irish/spanish cultural standards 	<ul style="list-style-type: none"> ▪ Work in small groups ▪ Moderated group discussion 	<ul style="list-style-type: none"> ▪ Copies of the case study
14.00 – 14:10 h	Discussion of the Erasmus-report And field report	<ul style="list-style-type: none"> ▪ The participants understand the questions in their report and gain confidence in using the questionnaire 	Moderated group discussion	Template for participant's report Information sheet Field report
14.10 - 14.20 h	Most important of all Information on the Europass mobility Presentation Stay abroad	<ul style="list-style-type: none"> ▪ Inform the participants about what aspects of their internship are relevant for the Europass Mobility ▪ Inform the participants about the 	<ul style="list-style-type: none"> ▪ Structured group discussion 	<ul style="list-style-type: none"> ▪ Europass template ▪ Stay Abroad presentation template

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		requirements/contents of the presentation		
14.20 – 14.40 h	Chatting			
14.40	Review, feedback, outlook	<ul style="list-style-type: none"> Participants evaluate the seminar 	<ul style="list-style-type: none"> Suitcase (things i am taking with me) and wastepaper bin (things i am leaving here) 	<ul style="list-style-type: none"> Moderation cards